

The Odisha Gazette

**EXTRAORDINARY
PUBLISHED BY AUTHORITY**

No.2447, CUTTACK, WEDNESDAY, OCTOBER 25, 2023 / KARTIKA 3, 1945

HOUSING & URBAN DEVELOPMENT DEPARTMENT

NOTIFICATION

The 25th October, 2023

No.21018—HUD-TP-POLICY-0009/2023/HUD.—Whereas for the improvement, development and expansion of township in the state of Odisha so as to secure to their present and future inhabitants, sanitary conditions amenity and convenience, the Odisha Town Planning Improvement Trust Act, 1956 (Odisha Act 10 of 1957) was enacted and from time to time, the Planning Authorities were constituted under the provision of the said Act for preparation of Master Plan, Improvement Schemes and enforcement of such Master Plan ;

And, whereas, in accordance with the provision of the Act, the Planning Authorities were supposed to frame regulation or Bye-laws for carrying out the various purposes of the Act. But it was noticed that there is no uniformity maintained while according building approval and layout of land and thus in order to maintain uniformity in the development plan in the layout of land and construction of building in the Planning areas under the respective planning authorities, a more comprehensive set of rules were framed i.e. the Odisha Town Planning and Improvement Trust (Planning and Building Standards) Rules, 2021 for carrying out development and building activities in the area falling in the master plan areas under the various Planning Authority governed by the said Act ;

And, whereas, consequent upon issue of the aforesaid Rules, restrictions have been imposed on grant of permission for development of building on plots situated within unauthorized layouts and thereby development activities in such planning authority areas have slowed down, causing hardship to the owners of the plot;

Now, therefore considering the difficulties of the public, it is considered expedient to address the issues of grant of building permission on subdivided plots, which were not subdivided in accordance with provisions of the aforesaid Rules and Regulations in force and with an intent to bring all the unplanned areas or unauthorized layouts under various planning authorities governed by the said Act into the fold of planned development for providing basic amenities and to ensure, better quality of life to the citizens without compromising structural stability and fire safety norms, the State Government do hereby frame the following Scheme for regularization, as a one time measure, of such unauthorized layout and unauthorized constructions, namely :—

1. Short title, extent and commencement.—(1) This Scheme may be called the Scheme for Regularization of Unauthorized Layout and Construction of Building, 2023.

(2) It shall extend to the areas coming under the jurisdiction of the Regional Improvement Trusts and Special Planning Authorities constituted under the provisions of the Odisha Town Planning and Improvement Trust Act, 1956 and Rules made thereunder.

(3) It shall come into force from the date of their publication in the *Odisha Gazette*.

2. Definitions.—(1) In this Scheme, unless the context otherwise requires,—

- a. "Act" means the Odisha Town Planning and Improvement Trust Act, 1956 (Odisha Act 10,1957) as amended, from time to time;
- b. "applicant" means any person who applies under this Scheme to get the unauthorized layout of land and construction of buildings for regularization;
- c. "approved plan" means building plan in respect of which a permission/ license from the Competent Authority has been obtained under section 31(3) and section 33(1);
- d. "Competent Authority" means the Regional Improvement Trust, Special Planning Authority, Urban Local Bodies and other Government Agency which is or was empowered to approve Building Plan under the provisions of the relevant Act, rules, regulations and bye-laws, if any, governing such authority;
- e. "Form" means Form appended to this Scheme;

- f. “Rules” means the Odisha Town Planning and Improvement Trust (Planning and Building Standards) Rules, 2021;
- g. “Section” means a section of the Act ;
- h. “Unauthorized constructions” means constructions undertaken in contravention of the approved plan or without any approval of the competent authority; and
- i. “Unauthorized layout” means any plot which has been subdivided into sub-plots in contravention of the rules or regulation or bye-law or approved plan or without any approval of the competent authority.

(2) Words and expressions used in this Scheme but not defined shall have the same meaning as assigned to them in the Act or the rules and regulations /bye-laws made thereunder;

3. Applicability.— (1) The Scheme intends to give an opportunity to every person for regularizing unauthorized layout of lands or constructions of buildings undertaken within the area of Planning Authorities, prior to the date of the commencement of the Scheme, by way of compounding, on payment of fees at the rate prescribed in this scheme.

2. The Scheme is applicable only to such unauthorized layout or constructions of building that are structurally safe and do not affect any public interest or safety or interfere with any public activity.

4. Application for regularization-(1) Any person who intends to get the unauthorized layout or construction of building regularised under this Scheme, may apply to the concerned Planning Authority in **Form-A** accompanied with the fees as prescribed in the Odisha Town Planning and Improvement Trust (Planning and Building Standard) Rules, 2021 within six months, unless extended otherwise by the State Government, from the date on which this Scheme has come into force, with the following documents, namely—

(a) four copies of building plans as per actual construction at site showing site plan, layout plan, floor plan, four side elevations, drainage and sewerage disposal plan, etc. duly signed by the plot owner or Developer and the Architect or Technical person as per the provisions of the Rules;

(b) Copy of ownership document of land;

- (c) Copy of approved layout/ plan and approval letter, if any;
- (d) Affidavit in Form-B regarding peaceful possession of the land and construction undertaken at site;
- (e) Photograph of the building/layout from two angles duly signed by the applicant and attested by the concerned Architect or registered technical person with date;
- (f) One cancelled cheque for bank account details of the applicant;
- (g) Site inspection report duly signed with date by the applicant and the Architect registered with Council of Architecture, India or registered Technical Person under the Rules;
- (h) Certificates or clearances or No Objection Certificates, as the case may be, relating to,—

(i) Fire safety in cases where same is required as per the provisions of the Odisha Fire Prevention and Safety Rules, 2017 (as amended from time to time), if any;

Explanation :- For removal of difficulties, it is hereby declared that the fire safety certificate shall be submitted at the time of obtaining Occupancy Certificate and the fire safety certificate may not be insisted upon for regularization under the scheme.

(ii) Structural safety as per Rules in Form-C;

(iii) External Infrastructure Development Plan Fee in applicable cases from urban local body;

- i. No Objection Certificate in the form of affidavit from the concerned neighbour, if the person regularizes unauthorized constructions with nil setback on any side of the plot in Form-D:

Provided that No Objection Certificate shall not be required, if the neighbour himself is a violator of setback norms laid down in the Rules ;

Provided further that plots having a maximum area of 300 square meters shall be considered for regularization without insisting upon No Objection Certificate from neighbours.

- j. Other No Objection Certificates as required for particular category of buildings as per Rules e.g. building requiring clearance from Archaeological Survey of India, Airport Authority of India, State Environmental Impact Assessment Authority, etc.;
- k. Separate applications have to be filed for regularisation of unauthorised layout and for unauthorised constructions;
- l. Compounding fee calculation sheet in Form E duly authenticated by the architect registered with the Council of Architecture, India or other technical person registered under the Odisha Development Authority (Common Application Form) Rules, 2016.

Note:—(i) The application needs to be mandatorily authenticated by Architect registered with the Council of Architecture India or other technical persons registered under the Odisha Development Authorities (Common Application Form), Rules, 2016;

(ii) If the application for regularisation of unauthorised layouts or sub-divided within the unauthorised layout only, the owner shall furnish documents mentioned in items(a), (b), (c), (d), (e), (f), (g), (l) and such other documents as may be required by the Planning Authority.

2. All other provisions of application procedure as per the Rules, if any;

(3) (a) The applications under the scheme shall be disposed by the respective Planning Authorities within a period of six months from the date of submission of application.

(b) The applications received for low risk buildings under residential category shall be disposed of within two months from the date of receipt of application and in case such application are not disposed of within two months, it will be deemed to have been approved by the respective Planning Authority and a licence of approval shall be issued in favour of the applicant within a period of three months from the date of submission of the application.

(c) Nothing contained in this clause shall however prevent the respective Planning Authority from making necessary verification of the documents and inspection of site of the project and from taking appropriate action as per law against the applicant and

architect or technical personnel, if it is found that the deemed approval or approval have been obtained by misrepresentation of facts or by deviating from the norms prescribed under this scheme by suppression of facts, such approval or permission shall stand revoked.

(d) Mere receipt of Licence/ approval under the scheme shall not absolve the applicant of the responsibility to adhere to the norms prescribed under the scheme and any act of contravention of the applicant shall attract penal provisions as prescribed under relevant laws.

5. Restriction on regularization.-(1) The unauthorized layouts and sub-divided plots within the unauthorized layouts shall not be regularized in the following cases, namely:-

- i. Within zones / areas prohibited under any Central or State Act, Rules and regulations in force. However, the regularization in such cases shall be considered only after obtaining 'No objection certificate' from the concerned Competent Authorities;
- ii. Where the proposed use of the land which has been subdivided without permission, is not in conformity with the proposed land use of the Master Plan/ zoning regulation prescribed under Rules;
- iii. Where the layout is on-
 - a. water bodies like river, nala, tank, lake, pond etc.; and or recorded as "Jalasaya" / "forest" in revenue records;
 - b. The areas where development has been prohibited under the provisions of "The Environment (Protection) Act, 1986";
 - c. The open space/ utility earmarked in an approved layout has been sub-divided and sold and/ or transferred;
- iv. Where the regularization of the unauthorised layout in the opinion of the planning Authority or the Government will affect public interest and safety.

(2) The Unauthorized constructions shall not be regularized in the following cases, namely:-

(a) Where construction has been undertaken on the Government land or land belonging to local body or land not owned by the person undertaking such development;

(b) Where construction has been undertaken over public or private road or on the alignment of any of the natural drainage, channel or any drains proposed in the development plan or otherwise;

(c) Where construction has been undertaken in violation of the Ancient Monuments and Archaeological Sites and Remains (Amendment and Validation) Act, 2010:

Provided that such constructions can be regularized if no objection certificate from the concerned authority is produced:-

(d) Where construction has been undertaken in violation of the height restrictions notified by the Airports Authority of India:

Provided that such constructions can be regularized if No Objection Certificates from the concerned authority is produced;

(e) Where construction has been undertaken in violation of the norms prescribed in the rules save as relaxed in this Scheme;

(f) Where construction has been undertaken in violation of the zoning regulations governing Environmentally-sensitive zone, open space use zone or any other special land use zone as identified in the respective Master Plan;

(g) Where construction has been undertaken in violation of any norms of Eco-sensitive zone notified by Forest and Environment Department:

Provided that such constructions can be regularized if No Objection Certificate from the concerned authority is produced;

(h) Where construction has been undertaken in violation of Coastal Regulation Zone or any other special restriction made under the Rules.—

Example.—

(i) In open space use zone area the coverage and height of the Building shall not exceed 50 % and 7 meters, respectively. Ref- Rule 24 (5)

(ii) In environmental sensitive zone, the minimum plot area is to be 4000 square meter, coverage should not exceed 40 % and the approach road should not be less than 12 metres. Ref- Rule 24 (9)

i. Where the plot does not have any authenticated access or approach to the plot; and

j. Where construction or usage of land or Building has been undertaken in violation of conditions of lease in case of leasehold land leased by Government in the Revenue and Disaster Management Department or any other Public Agencies.

(3) The general restrictions on permission as per the Rules, which are not specifically relaxed under this Scheme, if any, shall prevail while considering the regularization of Special Buildings.

6. Relaxation of Planning and Building norms.- (1) In case of Non high-rise and high-rise buildings, the unauthorized constructions may be regularized as per the Planning norms specified in the Table-1 below:

| Table-1 | | | | |
|----------------|--|----------------------------------|---------|---------|
| Sl. No | Buildings Type | Minimum Planning Norms to be met | | |
| | | Ground Coverage | Setback | Parking |
| (1) | (2) | (3) | (4) | (5) |
| (a) | Non-High Rise | | | |
| | (i) Residential | | | |
| | Plotted development up to 300 square metres of plot area | up to 100% | NA | NA |
| | Plotted development >300 square metres of plot area | up to 75% | NA | NA |

| | | | | |
|--|---|------------|---|--|
| | Apartments | NA | 1.5 m. set back in all sides | 50% of parking requirement & consent of Residents' Welfare Association / Apartment owners |
| | (ii) Commercial | | | |
| | up to 300 square metres of plot area | up to 100% | NA | Nil |
| | > 300 square metres of plot area and upto 500 sqm. | Up to 75% | NA | 25% of parking requirement |
| | >500 square metres of plot area | up to 70% | 1.5 m. set back in all sides | 50% of parking requirement |
| | For Malls, shopping complexes and mercantile buildings of height 9 m. or more and less than 15 m. | up to 70% | 1.5 meter setback on front side and minimum 3.0 meter setback at least on any two sides, provided if there is public road of 6 meter width at any side, same shall be considered towards relaxation of side set back. | 50% of parking requirement |
| | For Business or office buildings/ Hotels, Lodgings and Guesthouses of height 12m. or more and less than 15 m. | up to 70% | 1.5 meter setback on the front side and minimum 3.0 meter setback at least on any two sides, provided if there is public road of 6 meter width at any side, same shall be considered towards relaxation of side set back. | 50% of parking requirement |

| (b) High Rise building | | | | |
|-------------------------------|--|---|---|--|
| | Building Height of 15 m. or more and upto 18 m. (for all category of buildings) | — | 1.5 m. set back on front side and minimum 4.5 meter setback at least on any two Sides and rest side shall have 1.5 m. | For Residential Building 50% of parking requirement & consent of Residents' Welfare Association. For Commercial Building 50% of parking requirement |
| | Building Height above 18 m. and upto 21 m. (for all category of buildings) | — | Minimum 4.5 meter setback on all sides. | For a Residential Building 50% of parking requirement & consent of Residents' Welfare Association For Commercial Building 50% of parking requirement |
| | Building height above 21m. | | Minimum 6m. set back on all sides | For Residential Building 50% of parking requirement & consent of Residents' Welfare Association, if any For Commercial Building 50% of parking requirement. |

Note:—

- a) For special and institutional buildings, relaxed planning norms for commercial buildings shall apply in the scheme.
- b) For Cinema halls, Multiplexes & Kalyan Mandap no relaxation shall be given.

(2) In case of non-high rise building and high-rise building, the unauthorised construction may be regularized as per building norms specified in the Table-2 below;

| TABLE-2 | | |
|---------|--|---|
| Sl.No | Building Type | Minimum Building Norms to be met |
| 1 | 2 | 3 |
| a) | Non-High rise buildings | |
| | (i) Residential plotted | Staircase |
| | Plotted development up to 300 square meters of plot area | Not applicable |
| | Plotted development >300 square meters of plot area | Not applicable |
| | (ii) Apartment and special Buildings. | <p>The width of the staircase</p> <p>For Residential A-2 shall be - 1 m.</p> <p>For Residential A-1, A-3 & A-4 shall be - 1.25 m</p> <p>For Residential A-5 & A-6 shall be - 1.5 m</p> <p>For Special building/other buildings shall be - 1.5m</p> <ul style="list-style-type: none"> Where a single staircase is provided the owner of the building will provide refuge area of 10 square meters with fire check door of 2 hours resistance along with the provisions of opening/exit doors on the external wall facing to side open space (setbacks) preferably in middle floor of the building. If the staircase is made on the external wall with natural ventilation, pressurization system may not be required. |
| | (b) High Rise Building | <ul style="list-style-type: none"> The width of the staircase <p>For Residential A-3 and A-4 shall be - 1.25m</p> <p>For Residential A-5 & A-6 shall be - 1.5m</p> <p>For Special buildings/other buildings shall be - 1.5m</p> |

| | | |
|--|--|--|
| | | <ul style="list-style-type: none"> Where a single staircase is provided the owner of the building will provide refuge area of 10 square meter with fire check door of 2 hours resistance along with the provisions of opening/exit doors on the external wall facing to side open space (setbacks) preferably in middle floor of the building. Pressurization of staircases and lift lobby shall be made as per clause No. 4.4.2.5 (b) & Table-6 of NBCI-2016. |
|--|--|--|

N.B: i) Residential A-1, A-2, A-3, A-4, A-5, A-6 will mean the same as provided in the National Building Code-2016.

ii) The corridor width for non-high rise building shall be 1.00m, high rise building shall be 1.25m and Institutional/ Assembly buildings shall be 1.50m.

Explanation.— Irrespective of the relaxation provided in this Para,—

- (a) The owner shall provide all the fire prevention and safety installations as per the provisions of National Building Code of India and any additional fire protection measures as may be recommended by The State Fire Service Organisation, the reasons of which shall be recorded in writing;
- (b) The owner shall provide underground Water Tank and Terrace Tank as per the provisions of the National Building Code of India; and
- (c) The setbacks mentioned above shall remain free from all obstructions and open to sky.

7. Means of Access

The means of access shall not be less than 6 meter public road for all category of building.

8. Compounding fees.—(I) The following charges shall be levied for compounding of.—

(a) Parking deficit:

| Area | Parking Deficit Charges per Square meter (in Rupees) (Residential/ Non-Residential) |
|--------------|---|
| (1) | (2) |
| Municipality | 4,000/- |
| NAC | 3,000/- |
| Rural Area | 2,500/- |

- (b) The Compounding Rate for built-up area deviation shall be applicable as specified below:

| Category Wise Compounding Fees | | | |
|---|--------------------------------|---|---|
| SL. No. | Situations/ Limitations | Compounding Fee for Square meter (in Rupees) of built-up area | |
| | | Residential | Other than Residential |
| (1) | (2) | (3) | (4) |
| (a) | Upto Maximum FAR | Rs.125/- | Rs.250/- |
| (b) | Beyond Maximum permissible FAR | Rs.250/- | Rs.250/- or 25% of Bench Mark Value of 1 sq.m of land area, whichever is higher |
| NOTE:- In mixed-use buildings, the rates shall be applicable on pro-rata basis. <i>Explanation:</i> For deciding upon the applicable charges on pro-rata basis for different uses, in case of calculation of mixed use of building, the total area towards each use in the building shall be considered and ratio of different uses shall be derived accordingly. | | | |

- In case of regularization of construction undertaken in respect of plot size up to 100 Square meters with maximum built up area of 150 square meter, a lump sum compounding fee of INR 20,000 shall be charged.
- The built-up area constructed on a plot can be regularized under the scheme without any limitation of Floor Area Ratio (FAR), as per the provisions prescribed in sub-clause 1(b) of clause 8 above.
- The plot owner and or developer of an unauthorized layout, shall have to pay the following compounding charges as prescribed in Table - 3 below for regularization of the sub-divided plots/ layouts, as the case may be;

Table-3

| Sl.No. | Applicant | Area of Plot/ Layout | Rate |
|--------|--|--|-----------------------------------|
| A. | Owners of the Plots in unauthorized Layouts | Upto 500 sq.ft | No charge |
| | | Above 500 sq.ft upto 5000 sq.ft | 1% of Benchmark Value of the Plot |
| | | Above 5000sqft | 5% of Benchmark Value of the Plot |
| B. | Developers/ Builders of unauthorized layouts | Compounding charges @benchmark value of the deficit open space area to make it at least 5% of the total area of the unauthorized layout. | |

Provided that:

- 1) The area of the Plot/ layout shall be determined as per the ownership document.
- 2) The deficit open space area for layouts shall be calculated on the basis of the shortfall, to achieve an open space reservation equal to at least 5% of the total layout area.
- 3) The minimum width of the access street to the plots/ layouts, for regularization of the layouts/ sub-divided plots, shall be 6 meters.

In case street width is less than 6 meters, but up to **4 meters**, the developers/ Builders of the layout shall provide a strip of land half the width of the shortfall width to make the width of the road at least 6.00 meters, on the side that abuts the street, for maintaining the minimum street width to 6.00 meters and shall free gift the strip of land through a registered deed under the provisions of Transfer of Property Act 1882, In favour of the ULB or the local Authority. In such cases, the FAR of the said plot(s) shall be according to the minimum street width, as specified above. The plot size for payment of compounding charges shall be calculated after deducting the free gifted area for widening of the street. The concerned Authority shall obtain an affidavit from the individual owners of the plot stating that they shall leave or surrender the land for road widening;

Provided that the lands which have been subdivided as a family partition between the members of the family or under the direction of the Hon'ble Court, duly registered under the relevant Act shall be exempted to pay any compounding charges.

9. Manner of Payment of fee.—(1) The application shall be accompanied by self-assessed compounding fee as per the rates prescribed and other fees and which shall be deposited with concerned Planning Authority in the form of two separate Bank Drafts towards scrutiny fees and compounding fees drawn in any nationalized bank payable in their favour.

(2) The differential amount, if any, shall be paid within 30 days from the date of receipt of intimation from the Planning Authority and extra amount deposited by the applicant, if any, shall be refunded without interest.

(3) The compounding fees so collected under this Scheme shall be deposited in a special account to be opened for this purpose by the respective Planning Authority in a scheduled bank as notified by the Finance Department and the manner of utilization of such funds shall be decided by the Government and shall be communicated by means of an order.

10. Penalties.—(1) In the event of incomplete application and non-compliance to the observations of the Planning Authority, the application shall be rejected and the compounding fee deposited by the applicant shall be refunded without any interest by the Planning Authority within a period of one month of communication of the order of rejection.

(2) In the event of misrepresentation or suppression of facts, the compounding fee shall be forfeited and the permission for regularization so issued shall be revoked and the matter shall be reported to the Council of Architecture, New Delhi for cancellation of the license of the concerned Architect and Director Town Planning for cancellation of registration in case of technical persons.

(3) This shall also warrant criminal prosecution against the applicant or Architect or the Technical person who has signed the application without verifying the correctness of the facts as mentioned in the application.

11. Miscellaneous.—(1) The permission to regularize the unauthorized construction will not confer any right, title and interest over the land or plot.

(2) The unauthorized layout or constructions, as the case may be, once regularized under this Scheme shall not be considered for any regularization in future.

(3) The representatives of concerned Planning Authority, Public Health Engineering Department and the Urban Local Bodies may form a panel to take up random inspection of layout and the construction on the site, if required.

(4) The Planning Authority reserves the right to initiate proceedings against unauthorized layout or constructions under the Act and the rules where the cases cannot be regularized under this Scheme.

(5) A summary of the unauthorized layout or constructions, as the case may be, regularized under the Scheme shall be published through a public notice.

(6) In case of any dispute in interpretation of this Scheme, the decision of the Director, Town Planning shall be final.

12. Appeal.—Any person aggrieved by the decision of the Planning Authority may prefer appeal before the Director, Town Planning and in all such cases the decision of the Appellate Authority shall be final.

FORM A**[See Para 4(1)]**

APPLICATION FOR REGULARISATION OF UNAUTHORISED LAY OUT (SUB-DIVISION OF PLOTS) WITHIN THE AREA OF _____ PLANNING AUTHORITY.

OR

APPLICATION FOR REGULARISATION OF UNAUTHORISED CONSTRUCTION OF BUILDING WITHIN THE AREA OF _____ PLANNING AUTHORITY.

(Form to be filled in by the applicant in block letters)

FOR OFFICE USE

Registration No:

NAME:

Fees realized in Rs.:

PRESENT POSTAL ADDRESS

(i) Scrutiny fee: (FOR CORRESPONDENCE)

Draft No. & date

(ii) Compounding fee:
Draft No. & date:

Affix recent photograph of the applicant with signature on the body of the photograph

Tel. No:

To

The Secretary, _____ Regional Improvement Trust/

_____ Special Planning Authority

Sir,

I/we hereby apply for regularization of unauthorized Layout (Sub-division plots)/ unauthorized/ deviated construction as mentioned below:

1 Name of the applicant

2 Applicant's interest in land:

Owner: _____ Power of attorney: _____ with record-of-rights

- 3 Plot No_____
- 4 Area in sq. Mtrs_____
- 5 Mouza_____
- 6 Nature of Ownership_____ (Lease hold/Sthitiban)
- 7 Category of the building_____
- 8 Land use as per Master Plan (If available)_____
- 9 Kisam of the Land_____
- 10 Approach road Private_____ Public_____
- 11 Road width_____
- 12 Whether connected to yes_____ No_____ Existing public road
- 13 Distance from A.S.I./State Protected Monuments:
- (a) Within 100 Mtrs_____
- (b) Upto 300 Mtrs _____
- (c) Beyond 300 Mtrs _____
- 14 Whether coming within Airport Restriction Zone? If yes:
- (a) Height permissible as per colour code zoning map:_____
- 15 Height of the existing building_____
- 16 Total deviation in Sqmtr:
- 16(a) Parking Deficit_____
- 16(b) FAR deviation_____
- 16(c) Unauthorized
- Construction area_____

FORM B

[See Para 4(1)(d)]

AFFIDAVIT

(To be sworn by the applicant)

I/We, Shri/Smt. _____
 aged _____ years, son/daughter/wife of Shri/Smt. _____ of
 village _____ P.S. _____ Dist _____ do
 hereby solemnly affirm as follows:

1. That I/We have obtained a plot/building by way of purchase/ lease/ gift/ family partition/ court decree from Shri/Smt _____ of village _____ vide deed No. _____ Dt. _____ the detail of which are given in the schedule below.

SCHEDULE OF PROPERTY

Name of the Mouza/Village :

Tahasil :

Sabak/Hal Plot No. :

Khata No. :

| SL.N o | Name of the Land Owner | Name of POA holder | Name of the Mouza | Khat a No. | Plot No. | Kissa m | Area (In Acres) | Extent of Land covered under Project |
|-----------|------------------------------|--------------------------|-------------------------|---------------|-------------|------------|-----------------------|--|
| | | | | | | | | |

Layout plot (Drawing) No

Approved by _____ vide letter No _____ Dated _____

BOUNDED BY (Please mention plot numbers/road)

Eastern side:
 Northern
 Side:

Western side:
 Southern side:

2. That from the date of acquisition, I/We am/are in lawful and peaceful possession over the above plot.
3. That I/we have not constructed the building or any part thereof beyond my/our legally owned land.

4. That I/We have not encroached any Govt. land or any other land abutting or contiguous to my aforesaid land.
5. The Layout submitted for regularization of sub-division of plots is exactly as per the layout at site.
6. That the Plan submitted for regularization is exactly as per the actual construction at site,
7. That the information furnished in the application form and documents along with the application are correct.
8. That the restrictions imposed in Para. 5(Five) of the scheme are not applicable to this proposal.
9. That I/We undertake the responsibility of structural safety/vetting of structural design of the building and **Error! Filename not specified.** Planning Authority shall in no way be held accountable for any structural failure of the building.
10. That in the event of any suppression and/or misrepresentation of facts in the application, the Authority has got every right to refuse the permission/revoke the permission and forfeit the compounding fee deposited by me/us and I/We shall be liable for criminal prosecution.

Identified by DEPONENT

FORM C

[See Para 4(1)(h)(ii)]

STRUCTURAL SAFETY CERTIFICATE

This is to certify that I/we have checked the structural stability of the existing_____storey building constructed over the plot No._____Mouza_____

The existing construction of the building is structurally safe as per the provision of the National Building Code of India taking into account the safety factors especially for cyclone, earthquake and other natural calamities.

Date:

Signature with seal of Structural Engineer

Place:

Name:

Regn. No:

Office Postal Address:

Tele No(M):

Signature of the applicant(s)

Name:

Postal address:

Tel No:

FORM D

[See Para 4(1) (i)]

(No Objection Certificate by the owner of the Neighbouring Plot)

AFFIDAVIT

I/We, Shri/Smt. _____ aged _____
 son/daughter/wife Of Shri/Smt _____ /Kumari _____
 village _____ P.O. _____ Dist _____ do hereby solemnly
 affirm as follows;

That, I/We own a plot of land/building bearing no. _____ of village /
 Unit _____ P.O. _____ P.S. _____ on the
 North/South/East/West side of Plot/House No. _____ village/Scheme
 _____ owned by Shri/Smt. _____

That, I/We have no objection for the construction undertaken by
 Shri/Smt. _____ over above plot with nil/zero set back on the
 North/South/East/West side of my / our plot/ house.

That, this affidavit is required to be produced before the Planning Authority
 for regularization of construction undertaken over above plot by
 Shri/Smt. _____ in village/Unit under the provisions of Odisha
 Town Planning and Improvement Trust (P&B.S) Rules, 2021

That the facts stated above are true to the best of my knowledge and belief.

Identified by :

DEPONENT

FORM E**[See Para 4 (1)(I)]**

| COMPOUNDING FEES CALCULATION SHEET | |
|---|--|
| Plot area (Sq.m) | |
| Approach Road Width (meters) | |
| Maximum Permissible FAR | |
| FAR AREA | |
| Total built-up area permissible upto max permissible FAR (Sq.m) | |
| Total Existing built-up Area (Sq.m): | |
| Total Approved Area (Sq.m) | |
| Total Deviated/Unauthorised FAR area (Sq.m) | |
| <ul style="list-style-type: none"> Total Built-up area deviation upto Max Permissible FAR (Sq.m): | |
| <ul style="list-style-type: none"> Total Built-up area deviation beyond Max Permissible FAR (Sq.m) | |
| COMPOUNDING CHARGES | |
| Compounding Charges for deviation upto Max Permissible FAR (@ Rs.125/- per Sq.m for Residential and @Rs.250/- for Other than Residential) | |
| Compounding Charges for deviation beyond Max Permissible FAR (@ Rs.250/- per Sq.m for Residential and Rs.250/- or 25% of the BMV of 1 Sq.m of Land area whichever is higher for other than Residential use) | |
| Total | |
| FAR EXEMPTED AREA | |
| Total Approved Area exempted from FAR (e.g. Stilt Parking) (in Sq.m) | |
| Total Existing built-up Area exempted from FAR (e.g. Stilt Parking) (in Sq.m) | |
| Total Deviated/Unauthorised area (exempted from FAR (in Sq.m) | |
| Compounding Charge for exempted area (In Rupees) = | |
| Deviated Exempted Area X Rs.125/- for Residential and Exempted Area X Rs.250/- for other than Residential Use | |
| PARKING AREA | |
| Parking Deficit Area in Sq.m | |
| Parking Deficit Fee in Rupees = Deficit area X compounding charges | |
| Total Compounding Fee Applicable (FAR deviation + Non-FAR Deviation + Parking Deficit) | |

N.B. Calculations may be made on a pro rata basis for Mixed Use Building to show calculations for Residential and other than Residential Use clearly.

Signature of Technical Person/ Architect

Signature of the Owner

By Order of the Governor

G. MATHI VATHANAN

Principal Secretary to Government